

COUNTY PERFORMANCE SAMPLE
ADVISORY COMMITTEE MEETING

January 13, 1999

Summary

1. Agenda Review and welcome
2. Review of summary from previous meeting Summary was discussed and Evalyn Epps requested that the participation formula be shared with counties.
3. Participation Rates—Joeana Carpenter discussed a letter from the Federal agencies and passed a hand-out on rates for all states for fiscal year 97. Evalyn Epps would like discussion on penalties and information/formula from the state on calculating work participation rates. Lois discussed the WPR All-County Letter being distributed for Departmental approval. Gerry Greer mentioned how vital it is for counties to have access to information provided by Data Builders in order to track individual county WPR throughout the year.
4. CDSS Net update—Hector Hernandez reported that he had received several comments from the counties and the response was very positive on placing as much as possible on the net. Hector reported that he is still awaiting Adobe software to create PDF files. Hector expects that as soon as the software arrives, products will be placed on the net.
5. Love and Care of Line Staff—Tom Broderick reminded advisory group members on how far we've all come working together. He wanted to remind everyone to take a little time to do special things for staff to make work for staff accommodating, flexible and rewarding. Alameda County staff get to attend a retreat, one-day away to relax and discuss work. Pay structure and reclassifications that have taken place in lieu of the new structural changes was reported as one incentive. Informing staff of the big picture and how vital and visible the information is that they are responsible for. Donna Laird would like to see some final products (federal reports, publications, etc.) displaying the end result of staff work.
6. Edits Advisory Workgroup—Donna Laird –Richard discussed 1) the Simplification Project and removing items from the electronic software; and 2) the Data Clean-up and developing data to build edits. Discussion by the group followed their presentation.
7. Advisory Workgroup Name Change—Pam Neely was not present to provide her report. This item was tabled until next month.
8. Simplification Workgroup Update—Warren Ghens provided a report on some of the changes his workgroup have been working on. He will report next month on the status and final product.
9. Sampling Update—Marietta Jubert spoke with a few counties and discussed how secondary cases are being selected. Hand-outs from MEDS on some of the cases pulled were shared with the group. For the most part they felt that MEDS was not working. The criteria for selecting cases doesn't sound correct and it is creating problems on how our sample is selected.
10. Elimination of Person Number on Sample Download—Richard Trujillo led a discussion on how to input person information on reviews and the order they need to be input into the system. Alameda and San Bernardino counties stated that they would prefer that the person information not be downloaded and allow the counties to just enter the person information.

11. Data Clean-up Project- Hector and Joeana discussed the upcoming clean-up project and the high priority level it has been given. Staff have started to review cases and will be forwarding their findings to counties. Hector handed out an advance of the instructions for changing the review status on these cases. Karen Crum discussed the number of cases to expect that will need to be re-reviewed . A total of approximately 25 classes/line items are part of this clean-up project.
12. Food Stamp Corrective Action Update—Phyllis Iwasaki, representing Data Operations Branch, notified the group that the sanctions for FY 94 and FY 97 have been relieved/waived of penalties. One reason for the FY 94 waiver was due to natural disasters (Northridge Earthquake)and for 97 they adjusted their error rate to equate no penalties. For FFY 98 an estimated \$11 million dollar sanction will be imposed. Lois commented that the implementation of CalWORKs would lead to more errors in reporting. For FFY 99, the State is asking for updates from the counties by March 1, 1999. Letters have gone out regarding upcoming workshops to be held on 1/22/99 in Fresno, 1/25/99 in the Bay Area, and 1/27/99 in southern California.
13. Reviewability of Zero Grant Cases—Richard Trujillo reported that cases with a zero grant are still reviewable if services were provided or received. Effective with the December sample code these cases as completed and enter a zero grant. If counties get an edit as a result of entering a zero grant, Richard stated users are to enter one dollar. Counties will review their October cases and look at drops and see if they are zero grant cases that should be changed.
14. County Training Needs—Richard Trujillo reported on his activities in getting input from counties on their training needs. He stated he received no input from any of the counties. He suggested a new cut-off date for county input. Everyone agreed that one factor was the holidays and their busy schedule. Evelyn Epps staff would like to have ABAWDS training (coding). Clare Scott also commented on ABAWDS/Coding training. A letter to All County Welfare Directors notifying them of a need for QC staff to be able to access all pertinent documentation for case review purposes and mandated federal data reporting requirements will be drafted.
15. Ad hoc training presentation—Data Builders made a presentation on producing ad hoc reports. Hector stated that he needs requests by counties on what they would like Data Builders cover at the February meeting. Please submit requests directly to Data Builders. Also, send a copy to Hector Hernandez for the agenda items. Donna Laird made a request that Data Builders cover dollar errors in food stamps at the next meeting.
16. Deadline Transmission Schedule—Richard Trujillo handed out adraft deadline on transmission dates (see hand-out). The taskforce is working on separating the transmission dates for federal and non-federal cases. Hector discussed his experience with the federal transmission in December. State staff needs time to receive cases, check edits and prepare for transmission prior to the actual federal deadline for federal reporting purposes.

17. Where Are We Going? – Daphne Criswell of Riverside County wanted to correlate the QC process and long term data collection of Q5 and the future of data collection. The discussion covered several issues and everyone agreed to discuss this in the future.. Daphne suggested that at the county conference this topic could be presented. Richard Wilmer volunteered to conduct more ad hoc training at this conference. Contact Daphne or Gerry Greer to coordinate the conference. Marietta Jubert volunteered to collect the registration fees for participation at this conference. Alameda County has an existing account that can be used for the purpose of collecting and depositing registration fees for the conference. Preliminary report will be given next month on the conference plans.

COUNTY PERFORMANCE SAMPLE

Advisory Meeting

February 10, 1999

10:00 A.M.

DSS Training Center

1122 S Street

Delta Room

Sacramento, California

AGENDA

1. Agenda review and welcome
2. Review of Summary from previous meeting
3. Secondary Case Sampling –Marietta Jubert and Joeana Carpenter
4. Calculation of Work Participation Rates in QCIS –Lois
5. Ad hoc training-Data Builders
6. Policy definitions on Welfare to Work activities- Barry Smith, State programs
7. Conference- Daphne Criswell and Marietta Jubert
8. Advisory Workgroup Name Change-Pam Neely
9. Letter to the County Welfare Director’s-Lois
10. Letter of Understanding-Hector
11. FS Error Rate-Data Operations Branch
12. Data Cleaning Project-Hector
13. Zero Grant cases – Richard Trujillo and counties
14. Request by Federal Agencies for county cases-Hector
15. Other